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SECURITY INFORMATION

7 April 1953

TO: Director of Security  
FROM: Chief, Special Security Division  
SUBJECT: Activities Report for March 1953

GENERAL:

1. The outline for the proposed Agency Covert Security Regulations was prepared. Each of the Branches within SSD have been assigned portions of the outline for detailed preparation of Covert Regulations.
2. The draft of the policy paper on Official Cover was completed in March.
3. The Executive Officer, prior to his recent trip to Europe, was briefed on matters of interest to SSD in relation to foreign and domestic operations.
4. A revision of the covert clearance procedures has been under discussion with representatives of DD/P and it is expected that a regulation concerning such procedures will be issued in the near future.

INVESTIGATIVE:

Overt and Covert Clearance Actions

1. Attached chart, Tab A, reflects 1952 and 1953 comparative figures on receipts, clearances and pending cases. It is noted that receipts for March 1953 were 2,006 as compared to 1,691 for March 1952; cases completed in March 1953 were 1,688 as compared to 1,810 in March 1952; and cases pending in March 1953 were 3,085 as compared with 3,072 for March 1952.
2. Tab B reflects overt and covert actions for the year 1952 through March 1953. Contrary to the expected decrease in case loads in compliance with the DCI's recent order regarding personnel ceilings, receipts in open cases during the last five months have gradually increased from 440 in November 1952 to 663 in March 1953. Covert cases have also increased in the same period from 710 to 1,343.

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3. Tab C shows a comparison of pending case load from March 1952 to March 1953.

4. Within the last month clearance actions in SSD over ninety days old have been reduced by 108 cases. Efforts are being made to further reduce this figure.

5. One portion of the over-all investigative activity is the check of internal CE records in relation to each case. The Records Integration Staff, DD/P, has not been in a position to adequately service our needs in this respect. As a result, we have been compelled to assign agent personnel to search records and draw files in order to complete record checks within the Agency in order to reduce the over-all investigation time to complete cases. Tab D attached gives a reflection of current work load within the Special Referral Branch.

SUPPORT:

1. An increased trend of support activity is evident. Graph I in Tab D reflects an increase of operational assignments carried on by the Special Referral Branch. A breakdown of such operational work will be furnished in future reports indicating agent time spent in escort, courier, technical support and other special assignments. Individual support cases of an interesting nature have been furnished to you on a weekly basis.

LIAISON:

1. Requests for checks of Agency records by other Government agencies have increased from 1,509 in February 1953 to 1,801 in March 1953. In spite of this increased demand, this Division is normally giving ten days' service on these requests.

PERSONNEL:


1. From March 1952 to March 1953 the over-all Headquarters and Field agent strength, including supervisors, has increased from 199 to 210 (see Tab E). During this month four agents entered on duty; one resigned; and two transferred to SO assignments.

2. Twelve agents completed the Investigative Training Course during this month. In addition, nine agents completed training courses relating to methods of self-defense.

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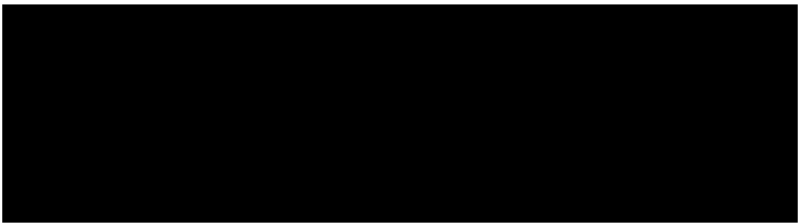
3. While the number of agents has remained relatively constant, increased responsibilities have been added to this Division. This is shown by the increase in the amount and complexity of support work



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SPACE:

1. SSD Headquarters now occupies 6,507 square feet of office space with 116 personnel, or an over-all average of 56 square feet per person. Some components of SSD have as little as 48 square feet per person, which is highly undesirable from an operational morale and health standpoint.



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Attachments:

5 Charts

(Tabs A, B, C, D and E)